

State Emergency Response Commission Meeting
July 17, 2008
1:00 pm
DEP Building
Charleston, WV

Voting Members Present:

Rudy Raynes	State Fire Marshall's Office
Dick Jarvis	Fire Departments
Dan McKinney	WVDNR
Alan Abbott	WV PSC
Deron Wilkes	WVDHHR
Mike Dorsey	WVDEP
Mike Goff	WVSP

Other Members Present:

Misi Savage	WVDHSEM
Herb Lattimore	WVDHSEM
Dennis Carney	EPA Region III
Al Whitaker	Greenbrier County OEM

Call To Order:

Mr. Rudy Raynes called the meeting to order at 1:07 pm at the DEP Building in Charleston, WV. Meeting packets were distributed to participants. Mr. Raynes asked those assembled to review the minutes from the May 15, 2008 meeting for corrections, deletions or additions. *Mr. Wilkes moved to approve the minutes as submitted; Mr. Alan Abbott seconded.*

Old Business:

HMEP Grant-

Ms. Savage stated that only two 2008 HMEP grant payouts were requested since the last meeting, and those were Pendleton and Preston counties. She stated that both have been processed and should have been mailed. Mr. Raynes asked how many 2009 HMEP grant applications had been received, since they were due by July 30, 2008. Ms. Savage stated that guessing there were approximately 10-12. She stated that she would be sending out another reminder to the counties.

LEPC Grant-

Ritchie, Grant, Webster, Jackson, Tyler, Roane, Greenbrier, Pendleton are the counties that requested funds since the last meeting. All have been processed and the counties should have received them, or if not, should be receiving them soon.

New Business:

LEPC Memberships: None

Mr. Dorsey said again that Boone County has been working on reviving their LEPC. He stated that there would be a meeting on July 28, 2008 of the LEPC.

By-laws: Kanawha Putnam Emergency Planning Committee has submitted updated bylaws to the SERC for approval. After reviewing the by-laws, *Mr. Abbott made a motion to accept the updated bylaws, Mr. Goff seconded.*

Treasurer's Report: Report is attached for review.

SERC Conference:

Ms. Savage gave an update on the upcoming conference. She stated that most all of the speakers had been accounted for. She stated that the official invitation letters had been set. She stated that everything has been planned, with the exception of picking the handouts and give aways. Mr. Jarvis asked if we had approved the money for the handouts. Ms. Savage stated that she had spoken to Ms. Stout this morning and what we usually do is use the vendor money to pay for the handouts. As of this date, Ms. Savage stated that there were not enough vendors to pay for the handouts, but, Ms. Stout did say that there is usually around 10, and in that case, there would definitely be enough money.

Tier II reporting:

Ms. Savage stated that she had purchased a laptop so that there would be a secondary back up to the database. She stated that she was still working on inputting information into the computer, which had turned out to be a monumental task, however, stated that once it was complete, there would be two complete data bases in which information could be pulled up at a moments notice. Ms. Savage stated that she had been thinking about the possibility of hiring a temp to assist her with entering the reports into the computer. She stated that there is a class in September that she would like to attend. This class would assist in streamlining the Tier II reporting and data base for LEPC members and for the SERC.

There was discussion on the possibility of hiring a temp. Mr. Wilkes stated that the money was there, just looking at the budget. He said that we were half way through the

year and had only expended 28% of the budget. Mr. Jarvis stated that the SERC conference would be the big expense. Mr. Wilkes stated that there was only \$10,000 budgeted for the conference and Ms. Savage stated that the funds would be coming from a variety of places. Mr. Dorsey asked when Ms. Savage would know if she would need a temp. Ms. Savage told the Commission that she would definitely need one. She stated that she had been working on the data base at home without charging the State anything and also working on it in her free time at the office. She said that she thought that she would be able to get it done, but, she said that there was just no way. Mr. Dorsey asked if that was something that would have to be approved. Mr. Raynes stated that he believed that we needed to approve the Director to hire a temp if he so chooses. Mr. Dorsey said that this is important information. Ms. Savage stated that if there were some sort of chemical emergency in this state, the Tier II information is all on paper. She stated that it could take from a few minutes to several days. Ms. Savage stated that she had done a FOIA request and it literally took her two days to complete. There was discussion on charging for FOIA requests. Mr. Dorsey stated he believed that there was something in the code about it.

Mr. Dorsey made a motion permitting the director to hire a temporary employee to assist in getting Tier II forms into the computer. Mr. Wilkes seconded. The motion carried.

Mr. Dorsey stated that he would like some discussion or some ideas about the oil and gas boom. He stated that Marshall County has an issue with this. He stated that there are a lot of people coming into a lot of wells. He stated that most times the OES directors do not know where they are and frequently, the people in the wells don't know where they are. He stated that people have gotten hurt because people don't know where they are. The OES directors has asked for assistance. He would like to get information back out to the counties, and if nothing else, they could use GPS. Mr. Raynes stated that in West Virginia a GPS spot would be better than nothing. Mr. Wilkes asked Mr. Dorsey if DEP actually visited each site. Ms. Savage stated that the companies are required to give some kind of location, whether it be lat and long or detailed directions to the site. Mr. Dorsey stated that just because we have lat and long or detailed directions, does not mean that the crews will have that information. He stated that there is so much activity going on right now, and there just isn't enough staff to handle it. Mr. Abbott asked if he was actually talking about the people that did the drilling. Mr. Dorsey stated that it was and Mr. Abbott stated that their locations would normally change about every seven days. Mr. Dorsey stated that he was working with their oil and gas people trying to get information. Mr. Raynes stated that it may be a good idea to get that information to Ms. Savage so that she can confirm that the oil and gas companies are reporting. Mr. Dorsey stated that it was a good idea.

Other new business -

Ms. Savage stated that she had received an email from the KPEPC about liabilities for the committee members. There was discussion as to whether the counties insurance would apply to LEPC members like it does other agencies. Mr. Wilkes asked if the LEPC is an

arm of the County Commission. Mr. Dorsey stated that the County Commission does not have authority over them. There was further discussion.

Mr. Dorsey asked if Ms. Savage should be contacting the Attorney General's office and he believed that she should. Mr. Raynes stated that he believed that it would be wise to get an opinion. Mr. Dorsey stated that we should draft a question to be sent for an opinion. Mr. Goff stated that we are appointed by code, so we would follow under state insurance.

Mr. Dorsey made a motion to have Ms. Savage contact the Attorney General with a drafted question in reference to the liability question. He would also suggest that Ms. Savage circulate the question to all of the SERC members for approval. Mr. Abbott seconded, motion carried.

Mr. Raynes asked Mr. Dorsey to draft a question and then send it to Ms. Savage so that she can send it to all of the SERC members for approval.

Training –

Mr. Lattimore gave a briefing of the tracts that will be going on at the 2008 SERC Conference. He stated that there would be a tract for LEPC members and one for Public officials.

He also stated that he would have to start bidding out his training programs. He said that he doesn't anticipate there being any problems, but, he wanted to let the Commission know.

He also told the Commission about the new EMI training courses available online.

HMEP Grant –

Mr. Raynes stated that we needed to appoint a committee for awarding the HMEP grant money. He stated that we needed to do this sometime in August, prior to September 1, 2008. He stated that we would set a date and those that were available to be there and we would take care of the grant.

Mr. Raynes turned the floor over to Mr. Dennis Carney from EPA Region III for a presentation on the Federal Regional Response Team.

After the presentation, Mr. Raynes asked if there was any other business that needed to be brought before the Commission. Mr. Wilkes asked whether the class that Ms. Savage mentioned needed a motion. Mr. Raynes stated that those things are usually handled in house.

Ms. Savage asked if the SERC wanted her to put out an email to the LEPC's for the EPA Region III conference in Richmond. Mr. Raynes advised to go ahead and put one out and the total would be five LEPC members.

Mr. Raynes announced that the next meeting will be on September 24, 2008. Ms. Savage stated that it looked like it was going to be in the area of eleven am.

There was a motion on the floor by several, seconded by Mr. Wilkes. The meeting was adjourned at 1:55 pm.